Appendix D
Guidance for Local SWPPP/WWECP

Section 2.2 of this Program provides criteria that must be met for Development Construction Projects one acre and greater. It also describes the additional documentation requirements for projects sites one acre and greater. Construction Projects one acre and greater require the project owner to prepare a Wet Weather Erosion Control Plan (WWECP) if the soil will be disturbed during the rainy season and a Local Storm Water Pollution Prevention Plan (SWPPP).

The Local SWPPP must be prepared before the project owner, developer, or contractor receives a grading or building permit and must be implemented year-round throughout construction. A WWECP must be prepared prior to each rainy season, and must be implemented throughout that rainy season. This appendix provides guidance for preparing these plans, including sample forms that permittees may provide to the project owner, developer, and/or contractor.

If a Local SWPPP or WWECP is required, it may be prepared by the owner, the construction contractor, or a consultant. Permittees may elect to determine who must prepare the Local SWPPP/WWECP for specific project types. When developing a Local SWPPP or WWECP, the preparer should assess site conditions, identify construction activities with the potential to cause storm water pollution, and then identify the BMPs that will best suit the construction activities. A well-developed plan will provide sufficient detail to properly implement and maintain the BMPs, yet be sufficiently flexible to allow for minor field modifications without making formal plan amendments.

The Local SWPPP/WWECP must include a site map of the project (a copy of the grading or drainage plan may be used) showing:

- The project boundary and limits of grading. (Permittees may elect to require site limit maps to extend 50 feet beyond property line and/or grading limits.)
- The footprint of existing facilities and facilities that will be built during construction.
- Specific locations where construction materials, vehicles, and equipment will be stored, handled, used, maintained, and disposed, along with locations of structural measures that will be used to contain these materials on site.
- The existing and final grades of the site, along with any intermediate grades during construction that will significantly affect site drainage patterns.
- The location(s) where runoff from the site may enter storm drain(s), channel(s), and/or receiving water(s).
- Specific locations where erosion and sediment control measures will be installed for each permanent or temporary site drainage pattern that will occur before, during and after construction.

The plan must provide:

- Information about the project location, owner, and contractor;
- A brief narrative description on the nature of the construction activity and special site conditions; and
- A list of BMPs for managing targeted construction activities.

The plan must also include a BMP checklist with a discussion of the reasons for selecting or rejecting BMPs such as shown in the attached example, and must contain a signed certification statement.

Suggested formats for a Local SWPPP and WWECP follow.

Section 1 - Project Description and Information

1. The name of the project:

2. The address or location of the project:

3. The building permit number for the project:

4. The grading permit number for the project (if applicable):

5. The owner/developer's name, address, phone number and contact person:

6. Contractor's name, address, phone number and contact person:

7. What are the major features that the project will provide? (e.g., low density residential, commercial development, etc.)

Section 1 - Project Description and Information (cont'd)

8. What are the estimated construction start and finish dates?

   Project Start Date:_____

   Project Finish Date:_____

9. What are the estimated dates during which soil will be disturbed?

   Start Grading:_____

   Finish Grading:_____

10 Are there any unique features relating to adjacent water bodies (i.e., in or around a wetland, river, stream, or estuary)?

   _____

   _____

Section 2 - Best Management Practices

Use the following tables to indicate the BMPs that will be used to control storm water pollution. Attach additional written documentation if necessary.

2.1 General Site Management

BMP Description	Will BMP Be Used? Yes	Will BMP Be Used? No	If Yes, Explain How / If No, State Reason
Site Planning Considerations			
Scheduling (ESC01)			
Preservation of Existing Vegetation (ESC02)			
Construction Practices			
Dewatering Operations (CA001)			
Paving Operations (CA002)			
Structure Construction & Painting (CA003)			
Dust Control (ESC21)			
Vehicle & Equipment Management			
Vehicle & Equipment Cleaning (CA030)			
Vehicle & Equipment Fueling (CA031)			
Vehicle & Equipment Maintenance (CA032)			
Tracking Control			
Stabilized Construction Entrance (ESC24)			
Contractor Training			
Employee/Subcontractor Training (CA040)			

2.2 Construction Materials and Waste Management

BMP Description	Will BMP Be Used? Yes	No	If Yes, Explain How / If No, State Reason
Material Management			
Material Delivery and Storage (CA010)			
Material Use (CA011)			
Spill Prevention and Control (CA012)			
Waste Management			
Solid Waste Management (CA020)			
Hazardous Waste Management (CA021)			
Contaminated Soil Management (CA022)			
Concrete Waste Management (CA023)			
Sanitary/Septic Waste Management (CA024)			

Section 3 - Site Map Checklist

____ The project boundary and/or limits of grading. *(Option: 50 feet beyond property line or grading limits)*

____ The footprint of existing facilities and facilities that will be built during construction.

____ The existing and final grades of the site, along with any intermediate grades during construction that will significantly affect site drainage patterns.

____ The location(s) where runoff from the site may enter storm drain(s), channel(s), and/or receiving water(s).

____ Specific locations where construction materials, vehicles, and equipment will be stored, handled, used, maintained, and disposed, along with locations of structural measures that will be used to contain these materials on site.

Attachment C

Section 4 - Certification

As the project architect/engineer of record, I have reviewed the *Best Management Practices Handbooks, California Storm Water Quality Task Force, Sacramento, CA*. I certify that appropriate BMPs will be implemented to effectively minimize the negative impacts of this project's construction activities on storm water quality. The project owner and contractor are aware that the selected BMPs must be installed, monitored, and maintained to ensure their effectiveness. The BMPs not selected for implementation are redundant or deemed not applicable to the proposed construction activities. If at any time, site conditions and/or the County/City official warrant reevaluation and revisions of the chosen BMPs, the appropriate changes will be made without unnecessary delay. I am aware that failure to properly implement and maintain, while under construction, the BMPs necessary to prevent the discharge of pollutants from this project could result in significant penalties and/or delays.

Signed: _____

Title: _____

Date: _____

As the project owner/owner's agent, I certify that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system or those persons directly responsible for gathering the information, to the best of my knowledge and belief, the information submitted is true, accurate, and complete. I am aware that submitting false and/or inaccurate information, failing to update the Local SWPPP to reflect current conditions, or failing to properly and/or adequately implement the Local SWPPP may result in revocation of grading and/or other permits or other sanctions provided by law.

Signed: _____

Title: _____

Date: _____

Section 1 - Project Description and Information

1. The name of the project:

_____

2. The address or location of the project:

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3. The building permit number for the project:

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4. The grading permit number for the project (if applicable):

_____

5. The owner/developer's name, address, phone number and contact person:

_____

_____

6. Contractor's name, address, phone number and contact person:

_____

_____

_____

7. What are the major features that the project will provide? (e.g., low density residential, commercial development, etc.)

_____

_____

_____

_____

Section 1 - Project Description and Information (cont'd)

8. What are the estimated construction start and finish dates?

   Project Start Date:_____

   Project Finish Date:_____

9. What are the estimated dates during which more than 1 acre or 50,000 ft^3 of soil will be disturbed?

   Start Grading: _____

   Finish Grading:_____

10 Are there any unique features relating to adjacent water bodies (i.e., in or around a wetland, river, stream, or estuary)?

   _____

   _____

Section 2 - Best Management Practices

Use the following checklists to indicate the BMPs that will be used to control wet weather erosion and off site sedimentation. Attach additional written documentation if necessary.

2.1 Erosion Control Practices

BMP Description	Will BMP Be Used? Yes	No	If Yes, Explain How / If No, State Reason
Site Planning Considerations			
Scheduling (ESC01)			
Preservation of Existing Vegetation (ESC02)			
Vegetative Stabilization			
Seeding & Planting (ESC10)			
Mulching (ESC11)			
Physical Stabilization			
Geotextiles & Mats(ESC20)			
Dust Control (ESC21)			
Temporary Stream Crossing (ESC22)			
Construction Road Stabilization (ESC23)			
Diversion of Runoff			
Earth Dike (ESC30)			
Temporary Drains & Swales (ESC31)			
Slope Drain (ESC32)			
Velocity Reduction			
Outlet Protection (ESC40)			
Check Dams (ESC41)			
Slope Roughening/Terracing (ESC42)			

2.2 Sediment Control Practices

BMP Description	Will BMP Be Used? Yes	No	If Yes, Explain How / If No, State Reason
Sediment Control			
Silt Fence (ESC50)			
Straw Bale Barrier (ESC51)			
Sand Bag Barrier (ESC52)			
Brush or Rock Filter (ESC53)			
Storm Drain Inlet Protection (ESC54)			
Sediment Trap (ESC55)			
Sediment Basin (ESC56)			

Section 3 - Site Map Checklist

____ The project boundary and/or limits of grading. *(Option: 50 feet beyond property line or grading limits)*

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Signed: _____

Title: _____

Date: _____

As the project owner/owner's agent, I certify that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system or those persons directly responsible for gathering the information, to the best of my knowledge and belief, the information submitted is true, accurate, and complete. I am aware that submitting false and/or inaccurate information, failing to update the Local SWPPP to reflect current conditions, or failing to properly and/or adequately implement the Local SWPPP may result in revocation of grading and/or other permits or other sanctions provided by law.

Signed: _____

Title: _____

Date: _____